

BOARD OF DIRECTORS – ACTION SUMMARY
Thursday, July 10, 2008 – 6:00 p.m.

Administration Building – Board Chambers
2101 Hurley Way, Sacramento, CA 95825

CALL TO ORDER

The meeting was called to order by Vice President Lawson. Board Members present: Clark, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Valley. Director Trujillo, absent. Staff: Deputy Chief Miller, Board Clerk Tilson, Associate General Counsel Chavez.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Sunday, July 13 at 11:00 AM and Monday, July 14 at 6:00 PM on Channel 14; Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN
DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA**

CONSENT AGENDA:

1. Board Meeting Action Summary—June 26, 2008

- **Board Action:**
Granados/Jones—approve the Consent Agenda. ROLL CALL: Clark, Granados, Goold, Jones, Kelly, Lawson, Valley, AYE. Director Engellenner, abstained. Director Trujillo, absent. Motion carried.

ACTION ITEM(S):**1. Bid Award – District Wide Janitorial Services—(Teich)**

- Staff requested authorization to award a one-year contract with two, one-year extension options.
- The contract for janitorial service includes the Hurley Administration Building, Fire Prevention Bureau, Logistics, Finance Office, Training Division, Safety Division, Fleet/Facilities Building, and two classroom sites at Stations 21 and 50, with a potential value of \$97,379.93 over three years.
- In response to the advertised request for bids, the following 12 were received:

Company	Bid Amount (First Year)
DMS	\$2548.99 Monthly
UBS	\$3354.00 Monthly
IMS	\$4117.00 Monthly
Able Janitorial	\$4508.91 Monthly
Griffin's Janitorial	\$4784.70 Monthly
All in All	\$5242.00 Monthly
Environment	\$5259.00 Monthly
Apollo	\$5395.00 Monthly
Little Giant	\$5604.00 Monthly
Tee Janitorial	\$5802.00 Monthly
Anago	\$6375.00 Monthly
Pacific Maintenance	\$9852.00 Monthly

- The low bidder, DMS, met all the minimum criteria and is the lowest, most responsive and responsible bidder. The vendor will be required to begin work on August 1, 2008. All work will be at prevailing wage.
- Recommend the Board award a one-year contract with two one-year options for janitorial service to DMS Facility Services, 3137 Skyway Court, Fremont, California for \$30,587.91 for the first year.
- Jim Thomason of DMS described the quality assurance process provided in their employee training program, with two additional oversight staff members to assure compliance with the terms of the contract.

- **Board Action:**

Kelly/Engellenner—approve staff recommendation. ROLL CALL: Clark, Engellenner, Granados, Goold, Jones, Kelly, Lawson, Valley, AYE. Director Trujillo, absent. Motion carried.

2. Cost Recovery Policy—(Margarita/Chavez)

- Moved to July 24, 2008 Board meeting.

3. Resolution No. 53-08—Establish Reserve Fund 212-F for GASB 45 Other Post Employment Benefits (OPEB)—(Whitcomb)

- Resolution No. 53-08 provides for a revision required by the County of Sacramento of the previously adopted Resolution No. 49-08 to identify both the general ledger account and the fund that the initially authorized balance of \$100,000 will be taken from to establish the new OPEB Fund 212-F.
- **Board Action:**
Granados/Jones—adopt the Resolution. ROLL CALL: Clark, Engellenner, Granados, Goold, Jones, Kelly, Lawson, Valley, AYE. Director Trujillo, absent. Motion carried.

4. Resolution No. 54-08—Reallocate Funds for OPEB Funding in Fiscal Year 2008—(Whitcomb)

- Resolution No. 54-08 provides for a reallocation of funds from Reserve Fund 212-A into a holding account in Reserve Fund 212-E for Other Post Employment Benefits (OPEB) in the amount of \$1,225,452.
- **Board Action:**
Granados/Jones—adopt the Resolution. ROLL CALL: Clark, Engellenner, Granados, Goold, Jones, Kelly, Lawson, Valley, AYE. Director Trujillo, absent. Motion carried.

PRESENTATION ITEMS(S):**1. Notice of Expenditure of District Funds – ABD Insurance & Financial Services—(Eastman)**

- The District will be expending funds in the amount of \$47,938.00 to ABD for the consulting/brokerage services incurred for the second year of the District's property and general liability insurance coverage through the Special District Risk Management Authority (SDRMA).
- Pursuant to Resolution No. 57-07 and the Joint Powers Agreement (JPA), on September 27, 2007, the Board took action to obtain insurance coverage for property and general liability insurance, having an effective coverage date of October 1, 2007 through June 30, 2010. SDRMA does not have the mechanism to pass through payment to ABD. The result of this is payment for services to ABD must be paid under separate check.

- The fiscal impact to the District for the 2008/2009 year is \$47,938.00. The premium quoted is within the amount allocated in the preliminary budget for this item.
- **Board Action:**
For information only.

2. Notice of Expenditure of District Funds – Special District Risk Management Authority (SDRMA)—(Eastman)

- The District will be expending funds for the District's property and general liability insurance coverage in the amount of \$479,390.73 to SDRMA, pursuant to Resolution No. 57-07 and the Joint Powers Agreement (JPA).
- On September 27, 2007, the Board took action to enter into the SDRMA JPA for property and general liability insurance coverage, having an effective coverage date of October 1, 2007. The first year annual premium of \$496,200 prorated over 9 months was \$371,108. This second annual premium of \$479,380.73 is for the full policy period of July 1, 2008 through June 30, 2009.
- The fiscal impact to the District for the 2008/2009 year is \$479,380.73. The premium quoted is within the amount allocated in the preliminary budget for this item.
- Director Goold requested a description/breakdown of the coverage provided under the SDRMA JPA.
- **Board Action:**
For information only.

PRESIDENT'S REPORT—(Trujillo) None

FIRE CHIEF'S REPORT—(Deputy Chief Geoff Miller)

- Fire Incident Report – 12 working structures and 53 grass fires since the last Board meeting. The 4th of July was relatively quiet.
- California Wildfires Report – 52 personnel deployed to five different complex fires – 40 assigned to engine strike teams and 12 to incident command teams.

Distributed a current map of the California wildfires.

- **Field Saves:**

June 28 – HazMat 109 and Medic 24 responded to a report of a fall which was upgraded to an unresponsive male. Arson Investigator Steve Johnson heard the dispatch and contacted a Sacramento County Sheriff residing in the area. The officer went to the address and by the time Medic 24 arrived, he and his wife were performing citizen CPR. The patient was defibrillated back to a normal rhythm and transported. Jeff Lynch will follow up and get the names of the citizens for recognition. Stressed the importance of early CPR.

- July 7 – attended the Sons of the American Revolution Annual Congress in Sacramento. Jim Mandes received their Fire Service Medal of Valor for his intervention in an assault at his apartment complex involving a dangerous individual.
- July 1 – City of Rancho Cordova celebrated its 5th anniversary.
- Sacramento Metro Fire participated in the July 4th celebration in the City of Rancho Cordova.
- City of Rancho Cordova recently adopted its Emergency Operations Plan which is a monumental accomplishment.
- Captain Steve Eggiman continues to recover and is in the audience tonight.
- In response to Director Lawson, Chief Miller stated assistance given to surrounding entities are reciprocal automatic aid responses.

Director Lawson stated the District is struggling with its budget and it's important to look at every avenue to preserve that and let people know this is one of our concerns.

- **SUPPORT SERVICES DIVISION REPORT –**

Deputy Chief Jim Eastman updated the Board on the various divisions.

Information Technology –

- 800 MHz portable radios are being programmed and engraved for delivery in the field.
- Working on communications infrastructure at Station 68's house.

Fleet –

- Assistant Fleet Manager Shea Pursell just returned from the Canyon Complex fire where he was a Ground Support Unit Leader.
- The first new Type I Engine 51 went into service today.

Logistics –

- Helped the Community Emergency Response Team (CERT) with Operation River Safe at the American River on July 4th and distributed 1,500 life vests. Director Jones was there. Personal thanks to the volunteer CERT members.
- Arson Office move from the Coast Guard building to the Fulton and Marconi location in progress.
- Structure gear annual inspection and cleaning of 1,200 sets to be completed in the current fiscal year.
- Wildland sleeve modification still in progress.

Facilities Division –

- Work continues at the new house for Station 68 – the project is about 30% complete.
- Station 59 – exterior painted.

Project Manager –

- Station 29 is 229 days into the 400 scheduled days for construction. Change orders have been kept to a minimum.
- Station 68 is moving forward.

[Director Engellenner left at 6:30 p.m.]

Community Services –

- Attendance at 7 Community/Chamber meetings.
- Numerous presentations.
- Fire Camp and Camp Smokey planning in progress.
- Participation in Rancho Cordova 4th of July celebration in Hagan Park.
- July 9 – Engine 101A, representatives from the Fire Prevention Bureau, and Community Services held another smoke alarm installation event at the Camellia Gardens Mobile Home Park in Arden. 78% of the smoke detectors were not working.

Fire Prevention – Fire Marshal Mike Stewart

- Reported on the work and preparation involved with the 4th of July. Interesting year with all the fires and the Governor's statement on the threat of banning fireworks. Citizens who called were informed that the District can't ban fireworks. It is County and City ordinances and they should contact the Board of Supervisors or City Council if upset.

A training video was made this year for our companies. Fireworks sales started on Saturday, June 28, with 241 booths inspected.

A few news media video clips were shown of Tom McKinnon and Larry Stanton in action patrolling for illegal fireworks. Both were present.

Special thanks was given to Fire Inspector Flor Olivares who speaks fluent Spanish. She did an outstanding job in an interview with Spanish-speaking Channel 19.

From June 28 through July 5, there were 100 different fires – trash, grass, structure, etc. Investigators went on 82 calls for service, issued 15 citations, made three arrests, and confiscated over 100 pounds of illegal fireworks – down from 400 pounds in some previous years.

▪ **PUBLIC COMMENT**

Pat Monahan, Sacramento Fire Fighters Local 522, stated this District covered the 4th of July events very well. Thanked the Support Staff and firefighters out in the field who are putting out the fires.

GENERAL COUNSEL’S REPORT—(Chavez)

- Associate General Counsel Joe Chavez stated the Sacramento County Grand Jury issued its annual report on June 30, 2008; copies were distributed to the Board members. An excerpt of the Grand Jury Observations was read: “There seems to be high morale and a strong sense of duty. Firefighters are proud of the work they do and of their importance to the community. Metro Fire personnel, on average, earn 23% more than Sacramento Fire personnel...” Happy to see that the Grand Jury made many positive findings about our agency.

COMMITTEE AND DELEGATE REPORTS:

Executive Committee—(Trujillo)

- Next Meeting: TBD

Communications Center Delegate—(Valley)

- Next Meeting: July 29, 2008 – 10:30 AM

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: July 16, 2008 – 9:00 AM
Location: Metro Fire Training Conference Room
4427 Dudley Blvd., McClellan

Finance Committee—(Jones)

- Next meeting: August 14, 2008 – 5:00 PM

Policy Committee—(Lawson)

- Next meeting: July 24, 2008 – 5:00 PM

BOARD MEMBER QUESTIONS AND COMMENTS:**Granados:**

- Commended the staff working hard under difficult conditions of heat and smoke.
- The fact illegal fireworks are down is a result of the great job on enforcement throughout the State.
- Acknowledged Steve Eggiman who is recovering and in the audience tonight. Look forward to seeing him back in Station 64.
- Urged everyone to check on older citizens, neighbors and friends if you don't see them because of the smoke and high heat conditions.

Jones:

- On July 1st, attended the birthday party for the City of Rancho Cordova. Again, a belated Happy 5th Birthday.

Included in the celebration was a Sisterhood City signing agreement with the City of Turrialba in Costa Rica. It was exciting to be there because one of her assignments when in the Peace Corps was working in Turrialba.

- Relative to July 4th, thanked the Metro members, Community Emergency Response Team, and everyone who participated and volunteered their time to give out about 1,500 life jackets provided by Metro Fire at the Sunrise Bridge on the American River.

Goold:

- Inquired about the status of a presentation by AMR relative to Mr. Marks appearance at the last Board meeting.

Battalion Chief Arend stated Fire Chief Mette is on vacation and it was postponed to July 24.

- Due to budget constraints, suggested a Mutual Aid Committee comprised of politicians on this Board and Operations personnel of all interested parties to come up with a mutual aid program that provides more parity. Need to have the best fiscally sound mutual aid agreement of any County in the region.
- Thanks to everyone for buying safe and sane fireworks and making our charities whole.

Kelly:

- Glad July 4th was reasonably safe.
- Thanked Steve Eggiman for his service to the District.

Clark:

- Echoed previous comments regarding the fine job done by Fire Prevention on enforcement of rules on illegal fireworks.
- Glad to see Director Engellenner present tonight. Extended wishes for improved health.
- Glad to see Captain Eggiman recovering.
- Thanked staff for their reports.
- Hope and pray for the people up in Paradise and other areas to get relief from the fires and weather and for the safety of our firefighters.

Valley:

- Appreciated the public keeping the 4th of July quiet and recognized the Fire Prevention Bureau for a good job.
- People wearing life vests was a contributing factor to safety and demonstrated the power of people working together for a safe July 4th.

Lawson:

- Thanked Steve Eggiman for being present.
- Thanked Staff for their reports and requested the public to exercise caution during these difficult times in our State.
- Personally thanked Station 31-A crew for their rapid and professional response when his wife was injured.
- Echoed comments of Director Goold on the need to examine the mutual aid program.
- Important that each of us remember the communities under fire siege during this season.
- In closing, remember in our prayers all firefighters who are fighting the fires.

ADJOURNMENT – The meeting adjourned at 7:00 p.m.

Ray Trujillo, President

Gregory A. Granados, Secretary

Charlotte Tilson, Clerk of the Board